



## Community Center Room Information

### Room Specifications

#### Hiram Morgan Hill Room

This elegant 4,030 square foot multi-purpose room is the ultimate location for a holiday banquet, retirement party, anniversary celebration, wedding reception, class reunion or award ceremony.

The Hiram Morgan Hill Room (HMHR) rental includes the shared use of the kitchen facilities and one event attendant to assist you during the event. The adjacent rose garden can be added to the rental of the HMHR. The HMHR features:

- Large windows along the south wall that fill the room with natural light and automatic shades to darken the room for presentations.
- Large doors open onto the adjacent rose garden.
- Commercial grade kitchen accommodating basic to elegant food service.
- A stage area, approximately 29' wide and 14' deep is available for presentations, musicians or disc jockeys, or performances. Limited theatrical lighting is available.
- Tables, chairs, and a 21' X 21' dance floor are available.
- Space is available to accommodate up to 252 for banquet seating, depending on room configuration, and 300 for assembly seating.

#### El Toro Room

This 1,750 square foot room is ideal for more intimate gatherings. The beautiful octagonal design and views create the perfect backdrop for receptions, ceremonies, dances, meetings, and lectures. The El Toro room rental includes the use of the adjacent patio, shared use of kitchen facilities and one event attendant to assist you during the event.

This room features:

- A beautiful hardwood dance floor.
- The gallery outside the room creates an inviting pre-event space and there is an adjacent outdoor patio for socializing as well.
- Large windows that fill the room with natural light and automatic shades to darken the room for presentations.
- An adjacent dance studio can also be rented to accommodate additional space for your event.

- Space is available to accommodate up to 88 for banquet seating, depending on configuration, and up to 120 for assembly seating.

### **Meeting, Conference and Seminar Rooms**

Two Meeting Rooms: The 460 square foot **Machado Room** and the 670 square foot **Madrone Room** are designed for business meetings, small seminars, and breakout spaces. The Machado Room has a fixed “boardroom” table with seating for 16. The larger Madrone Room has a more flexible layout that can accommodate up to 30 persons assembly style or approximately 25 people classroom style seating. Both rooms feature:

- Doors opening onto the mezzanine area at the back of the amphitheater.
- A sink and coffee and condiments.
- Wall mounted marker boards.
- Wireless internet access is available. There is no charge for local phone calls and internet access. The Client must utilize their credit card calling plan for long distance phone and teleconferencing charges.
- Built-in LCD projector and screens, TV/VCR/DVD players.
- Rental includes shared use of the kitchen facilities if needed.

Two Classrooms: These classrooms that can be utilized for conferences, seminars and other functions, either by themselves or in conjunction with other rooms at the Center. The **Mira Monte Room** and **Diana Murphy Room** range in size from 800 to 925 square feet, and are best suited for functions of up to 25 persons depending on room configuration.

- Both rooms open to a common hallway which leads to other rooms and onto the outdoor mezzanine area.
- Tables and chairs configured to suit your event.
- Flip cart easels and white boards are available.
- Rental includes shared use of kitchen facilities if needed.